	FIFORNIA LEXPENSE CLAIM	•												
STD. 262 (REV. 10/92) See Instructions Statement On R											1of	1F	Pages	
CLAIMANT'S NAME						SSAN OR EMPLOYEE NUMBER*					DEPARTMENT			
Kathryn Radtkey Gaither ORG A						DIVISION OR BUREAU					Governor's Office			
Undersecretary						Office of the Secretary of Educat					on 131			
RESIDENCE ADDRESS *					HEADQUARTERS ADDRESS					TELEPHONE NUMBER 916-322-9204				
1121 L St	treet #600	STATE ZIP CODE			1121 L Street #600					STATE ZIP CODE				
Sacramento				95814	i i	Sacramento					CA	95814		
1) MONTH/YEAR (3)		(4)	(5)	MEALS	•	(6)	(7)	TRANSPORTA		TION		(8)	(9)	
December	LOCATION WHERE EXPENSES				О.Т., L/T,		(A)	(B)	(C) CARFARE,	(D) PRIVATE CAR		BUSINESS EXPENSE		
DATE TIME	WERE INCURRED	LODGING	BREAK- FAST	LUNCH	N/C, RELO. OR DINNER	INCIDEN- TALS	COST OF TRANS.	TYPE	TOLLS,	MILES	AMOUNT	, EXI ENGE	FOR DAY	
1300			PASI	LONGIT			INANG.	10020	TANKING				·	
32	Sacramento/Denver				11.67								11.67	
)3 , 2030	Denver/Sacramento	134.29		10.00	18.00				18.00			:	180.29	
2030	- Denver/oderamento	134.29		10.00	10.00				10.00	-			100.23	
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	BTOTALS	134.29		10.00	29.67				18.00				191.96	
COLUM	in code (acctg. Use only)													
CL	AIM TOTAL										\$		191,96	
1) PURPOSE OF TRIP, REMARKS AND DETAILS (Attach receipts/vouchers when required) (12) NORMAL WORK HOURS														
12/02-3/09 Race to Top Technical Assistance Workshop, Denver Co. (13) PRIVATE VEHICLE LICENSE NUMBER													NUMBER	
· · · · · · · · · · · · · · · · · · ·										(14) MILEAGE RATE CLAIMED				
										AGENCY ACCOUNTING OFFICE				
										PAID BY REVOLVING FUND CHECK NUMBER				
5) I HERBY CERTIFY That the above is a true statement of the travel expenses incurred by me in accordance with DPA rules in the service of the State of														
California. If a privately owned vehicle was used, and if mileage rates exceed the minimum rate, I certify that the cost of operatting the vehicle was equal to or greater than the rate deligned and that the requirements as prescribed by SAM Sections 0750, 0751, 0752, 0753, and 0754 pertaining to vehicle safe.														
LAIM			DATE	/,	(16.) SIGN		17.					- FE /	/	
1/12/10 > 5												1/12/	110	